

## Frequently Asked Questions:

### Family Housing

#### **1. I have 2 children, one female and one male; how many bedrooms do I qualify for?**

The 417<sup>th</sup> BSB Housing Office will make every effort that each child will receive one bedroom and one bedroom for the sponsor and spouse. Should our inventory not allow for that the following would apply:

-one child	2 bedroom
------------	-----------

##### **Two except as follows:**

-one 10 years or over	3 bedroom
-----------------------	-----------

-one 6 years or over and other opposite sex	3 bedroom
---	-----------

##### **Three, except as follows:**

-two 10 years or older	4 bedroom
------------------------	-----------

-one 10 years or older and other two opposite sex of each other with one 6 years or over	4 bedroom
---	-----------

##### **Four, except as follows:**

-one 10 years or older	4 bedroom
------------------------	-----------

-one 6 years or older and	
---------------------------	--

#### **2. When can I apply for on-post housing?**

You cannot apply for housing while assigned to another installation. You apply in person when you arrive. Your eligibility date will be the date you signed out. If your last duty station was a dependent restricted tour, your eligibility date will be the date signed out of your last CONUS duty station. If you apply in person, you will be required to have orders assigning you here, updated DD93 (within the past year-with all dependents listed) and leave form or equal documentation of when you signed out of your last duty station.

#### **3. Where is the Housing Office located?**

The Housing office is located in Kitzingen, Larson Barracks, Building 12.

#### **4. My husband is currently deployed. Can I sign for quarters?**

Yes. A spouse may sign for quarters. You can come to the Housing Office in person or call DSN 355-2827 to set up an appointment.

#### **6. Will the government pay for a local move from off-post quarters to on-post housing if I am deployed and my wife is alone?**

When you receive on-post family housing you will get one local move at the expense of the government into family housing. When you accept housing, you/your spouse will get a letter to take to Transportation and they will schedule you a move. Movers will come, pack-up household goods, bring it to your family housing, unpack it and take away the cardboard crates/packing material. At your destination, if you tell the movers you want to unpack your household goods yourself, you are then responsible to dispose of the packing materials. If you would like to move yourself (DITTY move) inform the transportation counselor who is handling your move and she will explain it to you, provide you guidance and tell you the amount of

reimbursement you will receive when the move is completed. If you are deployed, please rest assured your spouse will have a smooth transition into family housing.

**7. What appliances are provided in housing?**

Range, Refrigerator, Dishwasher. Washer and Dryer are located in the laundry room in multi-family on-post housing.. Newly renovated family housing buildings have the washer and dryer in the apartment. Do not bring your own.

**8. Is there any furniture in the houses/apartments?**

There are built-in wardrobes and complete kitchens in on-post quarters.

**9. Do you allow pets in on-post housing?**

Yes, you are allowed to have a total of 2 pets; 2 dogs or 2 cats or a combination. In addition you may also have caged animals like birds, and/or fish.

**10. Can I receive government furniture until my stuff gets here?**

Yes, you may receive a loaner set for 90 days or until your HHG arrive. You may also receive a loaner set for up to 60 days prior to departure from this community.

**11. How do I submit an Exception to Policy (ETP)?**

Prepare ETP in basic Army memorandum format. Your request will be submitted in writing through your Chain of Command (Company Commander and Battalion Commander). Chain of Command must add a memorandum with recommendations and any comments. Initial memo will be signed by requesting soldier. Supporting documents must be enclosed. Include any medical, financial, lease, ownership documents, deeds, financial documents, divorce decrees, legal separations, or any other pertinent information. Once your ETP packet has been received and reviewed the Housing Office will process your paperwork and forward it to the approving authority for a decision. For more detailed instructions, it is important that you visit the Housing Office or call at DSN 355-2827.

**12. I am a resident in an on-post housing area and I have an issue about a neighbor. What can I do?**

Bring the issue to your Building Coordinator and Area Coordinator for resolution. You may also contact the Housing Office.

**13. How long are you able to be away from your quarters when your sponsor is deployed?**

You may leave your house for the length of the deployment as long as you follow the instructions. Provide to the housing office before you leave in writing that you will be gone due to your husbands deployment, with the following information:

- 1) Your name, sponsors name and quarters address.
- 2) The to and from dates you are going to be gone.
- 3) Name of the person you will be staying with and the address and telephone number so you can be contacted if something happens in your quarters (such as sewage back up).
- 4) Name, address and telephone number of the person who will have a set of keys to your quarters (to let us in and represent you in case housing/maintenance must enter your quarters) who will also be responsible to keep the outside picked up of trash, etc. and keep your lawn mowed.
- 5) State you are leaving no pets behind (dogs, cats, fish, birds, hamsters, etc)
- 6) Notify sponsors rear detachment that you will be gone and provide them the above info as well.